

“PLAN REVIEW UPDATE”

Over the past several months city staff has been working with the development community to address several issues in the Technical Review Committee (TRC) plan review and approval process. As a result of these discussions several changes have been initiated. A brief summary of those changes areas follows:

- The Development Ordinance has been amended and Engineering and Inspections has revised their plan submission procedures to allow grading permits to be issued prior to TRC approval. Grading plans can be submitted to the Erosion Control Office for review and approval prior to the development plan being submitted to the Planning Department for TRC review and approval review. Contact Ken Cook at 336-373-2158 for more information.
- The Development Ordinance has been amended to eliminate the interior yard space triangles for multifamily developments. Although they have been eliminated from the interior of the project, the triangles will still need to be depicted around the project boundary and cannot overlap an abutting property unless it is public parkland, dedicated drainageway and open space, or street right-of-way. Contact Steve Galanti at 336-373-2918 for more information.

NOTE: These changes have been implemented and can be used at any time.

The Technical Review Committee has also revised the review and approval procedures to allow fewer details related to stormwater, grading, utilities and transportation to be depicted on the plan at the time of TRC submittal. The full details are to be provided for reviewed as part of the construction and utility plans. As a result, the Planning Department has revised the plan review checklist. The major changes to the checklist are summarized as follows:

Individual Lot Size

For preliminary single family detached subdivision plats (without new buildings, additions or parking), the revision to the process will give the applicant the option to indicate the minimum size of the proposed lots instead of the exact size. If this option is used, the applicant will only be required to place a note on the plat to indicate the minimum size of the proposed lots. NOTE: The exact size of each newly created lot will still need to be indicated on the final plat that is recorded in the Guilford County Register of Deeds.

Sidewalk, Road Widening and Turn Lanes

For some types of development plans, the revision to the process will defer the depiction of any new sidewalk along an existing street, required road widening or required turn lane to the construction and utility plan review process. If this option is used, the applicant will only be required to indicate the dimensions for the improvements and provide a note on the plan to indicate that the improvements will occur. NOTE: If the depiction of these improvements is not complicated or if construction and utility plans will not be required, the information will need to be depicted on the TRC plan.

Water and Sanitary Sewer

For preliminary subdivision plats (without new buildings, additions or parking), multifamily developments (with two or more buildings), and group developments the revision to the process will reduce the amount of information provided for the existing and proposed water and sanitary sewer systems.

BMP

For preliminary single family detached subdivision plats (without new buildings, additions or parking) the revision to the process will give the applicant the option to shift the design of any water quality/quantity device (BMP) to the construction and utility plan review process. The applicant will be required to depict the general outline of BMP with surface area and volume, indicate the amount of off-site BUA and on-site BUA draining to BMP, and indicate the size of on-site drainage area and off-site drainage area to the proposed BMP.

Storm Sewer

For preliminary single family detached subdivision plats (without new buildings, additions or parking) the revision to the process will give the applicant the option to shift the design of storm sewer system and/or grading to the construction and utility plan review process. The applicant will be required to depict the skeleton stormwater network including overall drainage arrows.

Grading

For site plans (one building on one lot) the revision to the process will reduce the amount of topography depicted on the abutting property to 20 feet beyond the property unless there is a stream is located within 100 feet of the property boundary (to top of bank), or cross access (100 feet beyond property).

Revised Cover Sheet for Plans

The TRC standardized cover sheet has been revised to include a check box to notify the plan reviewers that full details for one or more of the review items is not being provided as part of the TRC plan. If any of the above options are used, the appropriate box is to be checked and the plan signed and sealed. The new check box will appear as follows:

The items checked below have not been included on this plan being submitted for Technical Review Committee review and approval. It is understood that additional reviews in the development process (including construction and utility plan review, as indicated below) could affect the amount of development possible on this site and the costs associated with this development:

- ☐ **Sidewalk, Road Widening and Turn Lanes**
Required sidewalk along existing streets, required road widening, and/or required turn lanes have not been depicted and their design has not been reviewed. I understand that the review and approval of said improvements will occur during the construction and utility plan review process.
- ☐ **Water and Sanitary Sewer**
Full design information for the proposed water and sanitary sewer system has not been depicted and their design has not been reviewed. I understand that the review and approval of said improvements will occur during the construction and utility plan review process.
- ☐ **BMP**
Full design information for the proposed water quality/quantity device (BMP) has not been depicted and its design has not been reviewed. I understand that the review and approval of said improvements will occur during the construction and utility plan review process.
- ☐ **Storm Sewer**
Full design information for the storm sewer system and/or grading has not been depicted and its design has not been reviewed. I understand that the review and approval of said improvements will occur during the construction and utility plan review process.

Individual Responsible for Preparation of the Plan

Signature / Seal

NOTE: These changes to the TRC review and approval process will be put into effect for plans submitted for review and approval after October 1, 2006. Contact Kenny Carroll at 336-373-2052 for more information concerning the construction and utility plan submission, review and approval process.